PEDS Data Entry Training County Commission Initiative Setup

Statewide Data Collection and Evaluation of First 5 California Funded Programs



Goals of training

- To define "County Commission initiatives."
- To learn how to enter initiatives into PEDS.
- To learn how to edit, deactivate, and delete initiatives in PEDS.

InitiativesDefinition

A groups of funded programs and organizations identified by the County Commission that work collectively toward a priority focus area.

Examples of initiatives:

- Special Opportunity Grants Group of funded programs by fiscal allotments.
- Countywide Initiative Group of funded programs by local initiatives such as Child Care Initiative or Oral Health Initiative.

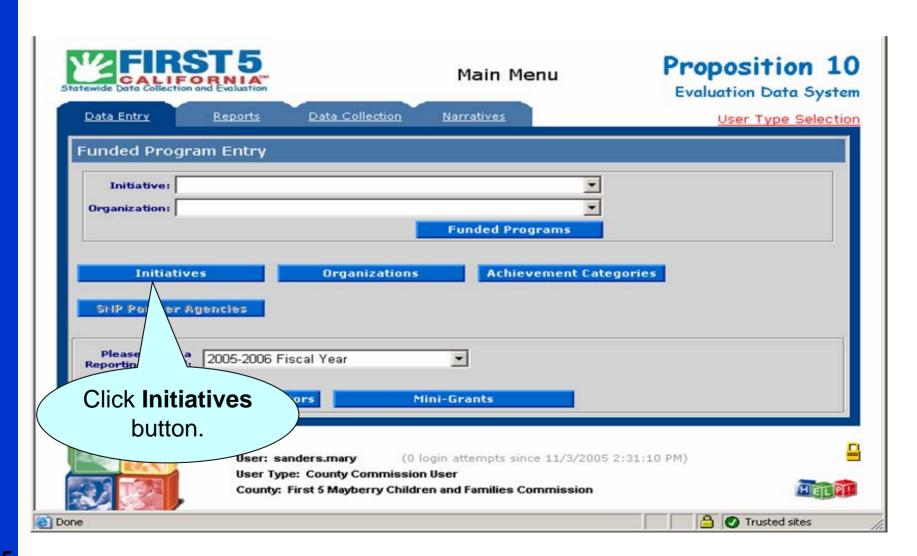
Initiatives are an optional feature in PEDS.
Any number of funded programs can be linked to an initiative.

InitiativesBenefits of use

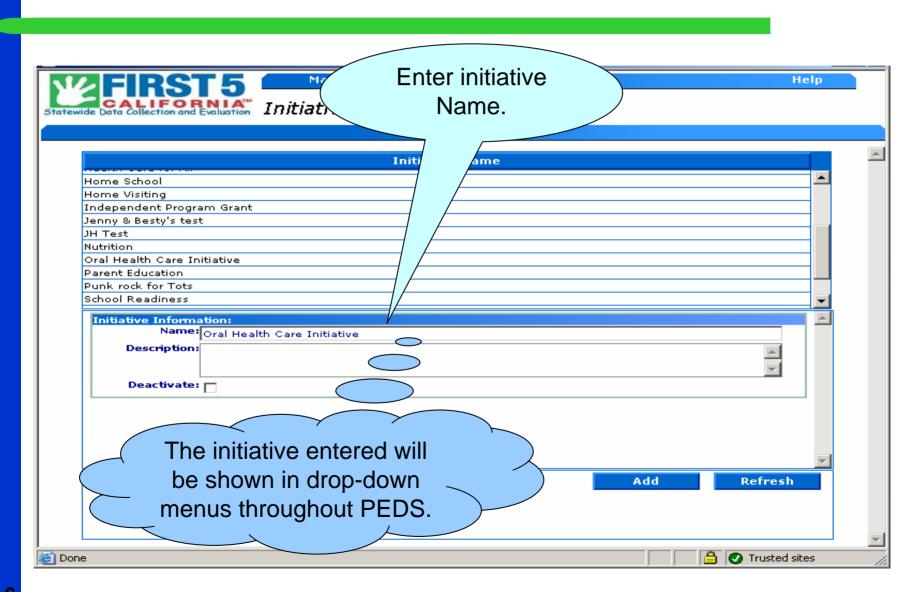
Setting up initiatives allows you to filter reports by initiatives to assess the group of funded programs' contribution to:

- Providing specific First 5 activities
- Serving specific target populations
- Maintaining a level of service duration, intensity, and quality
- Progressing on specific achievement milestones
- Achieving specific child and family outcomes

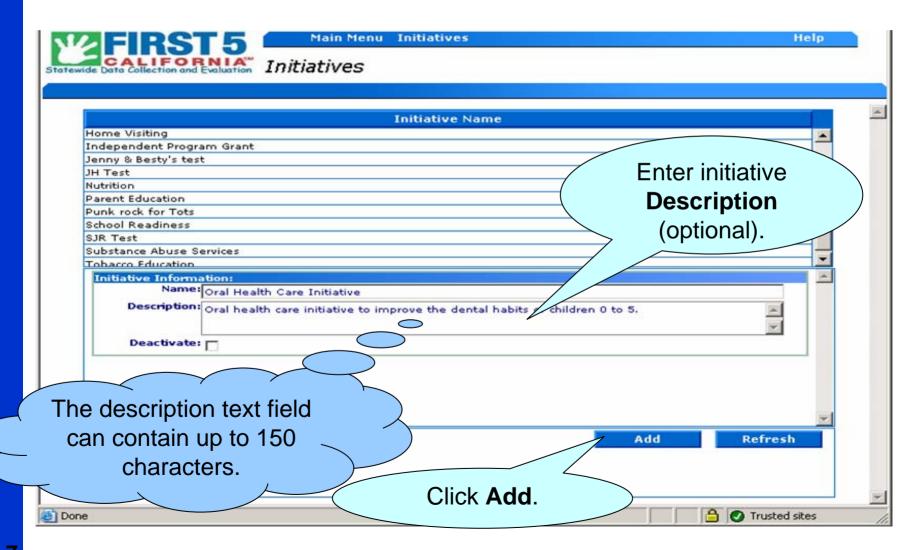
How do I enter initiatives into PEDS?



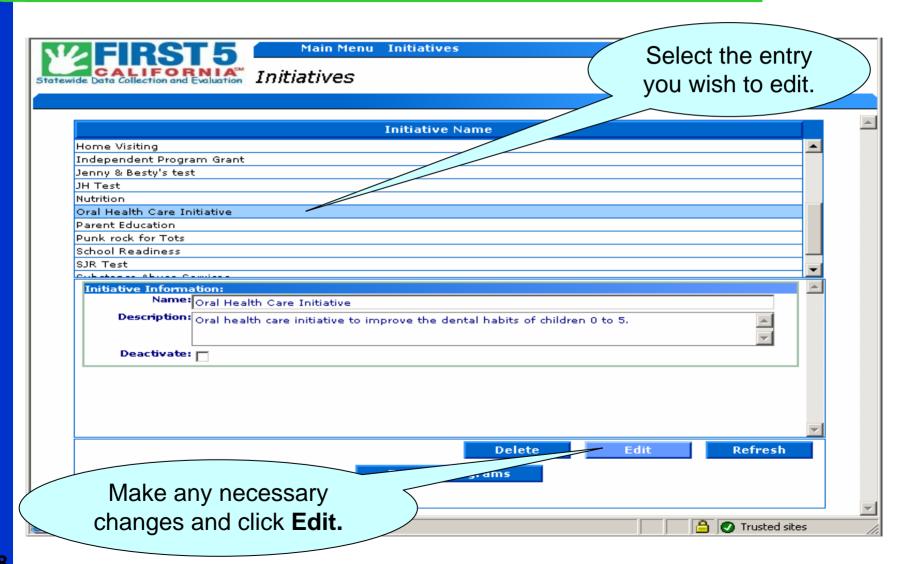
InitiativesEntry of name



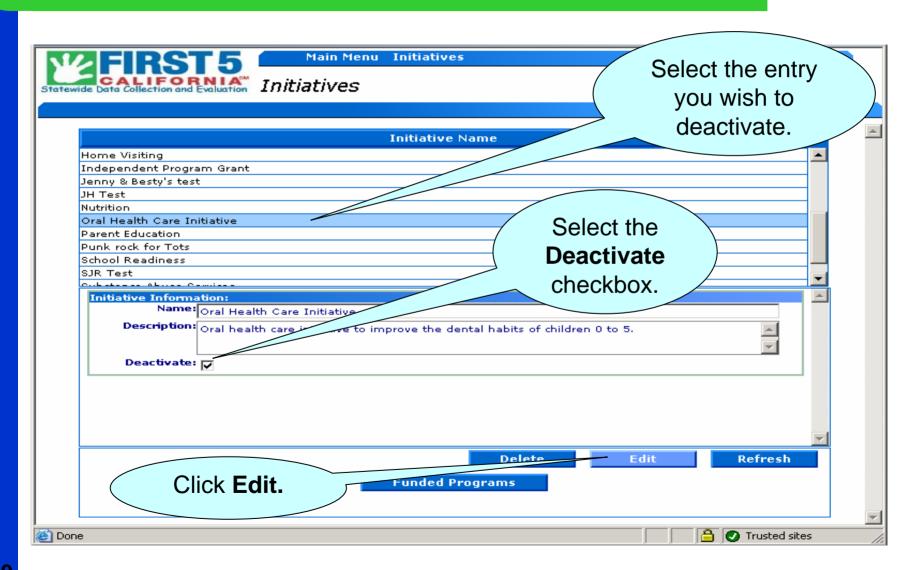
Initiatives Entry of description



How do I edit an initiative in PEDS?



How do I deactivate an initiative in PEDS?

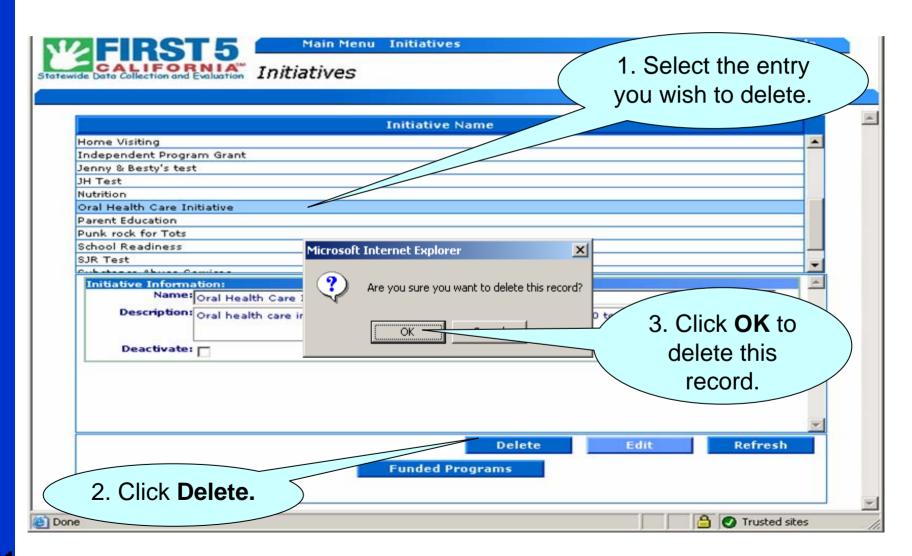


What happens when I deactivate an initiative?

Deactivating an initiative:

- Removes the initiative from the drop-down list when you set up or edit a funded program.
- Does not remove the initiative from the filter list when you run reports.
- Does not remove an initiative that was previously linked to a funded program.

How do I delete an initiative in PEDS?

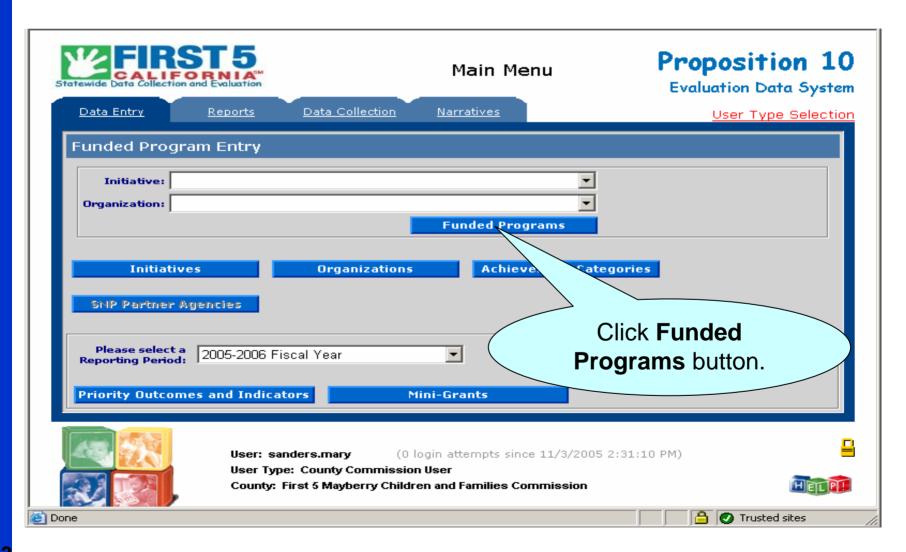


What happens when I delete an initiative?

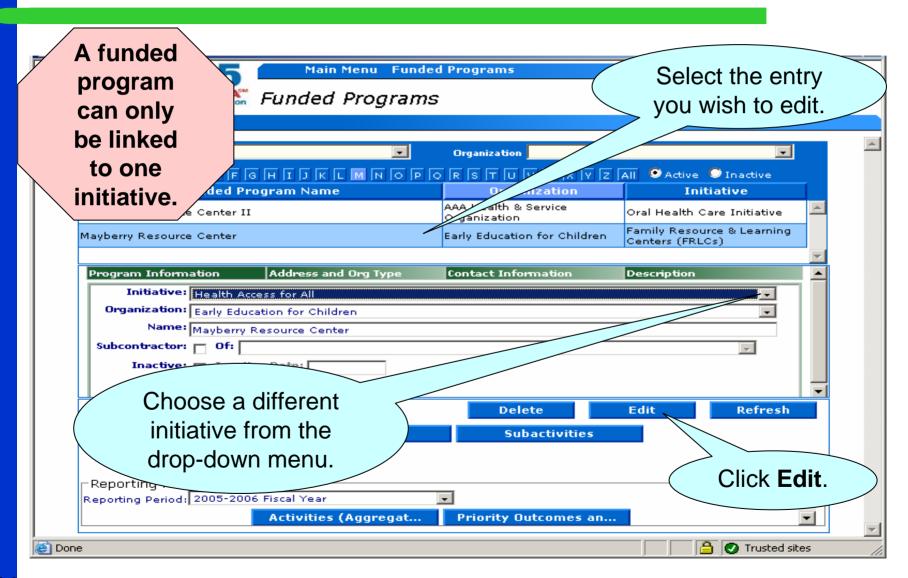
Deleting an initiative:

- Removes the initiative from the drop-down list when you set up or edit a funded program.
- Removes the initiative from the filter list when you run reports.
- Automatically removes an initiative that was previously linked to a funded program.

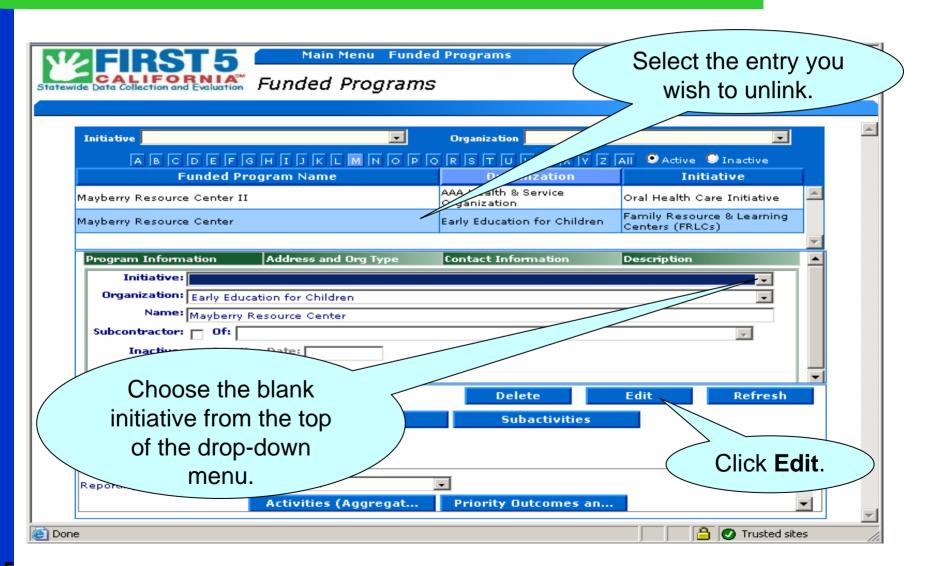
How do I link a funded program to a different initiative in PEDS?



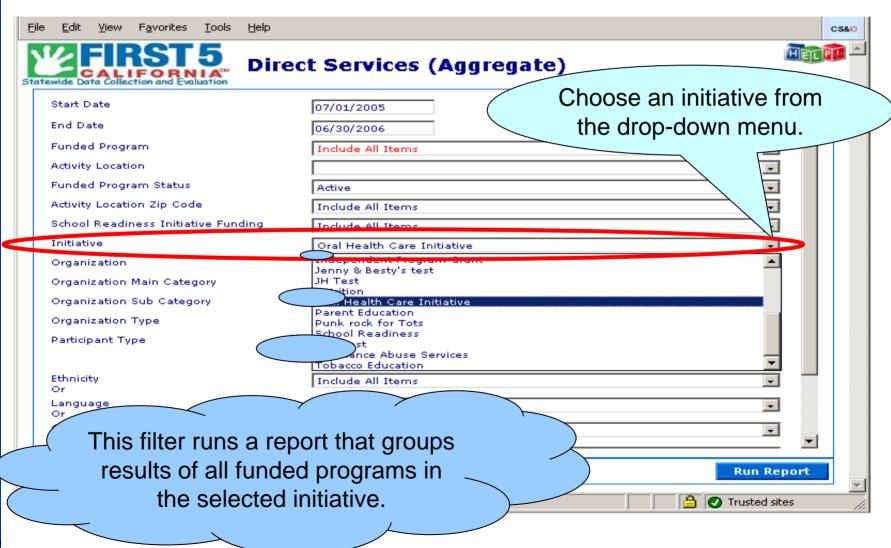
How do I link a funded program to a different initiative in PEDS?



How do I unlink an initiative from a funded program in PEDS?



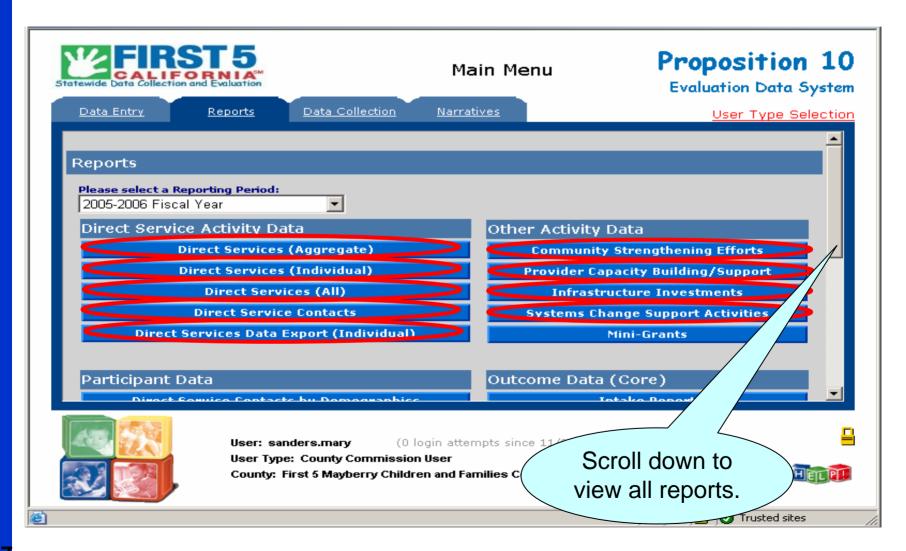
Initiatives Report Filters



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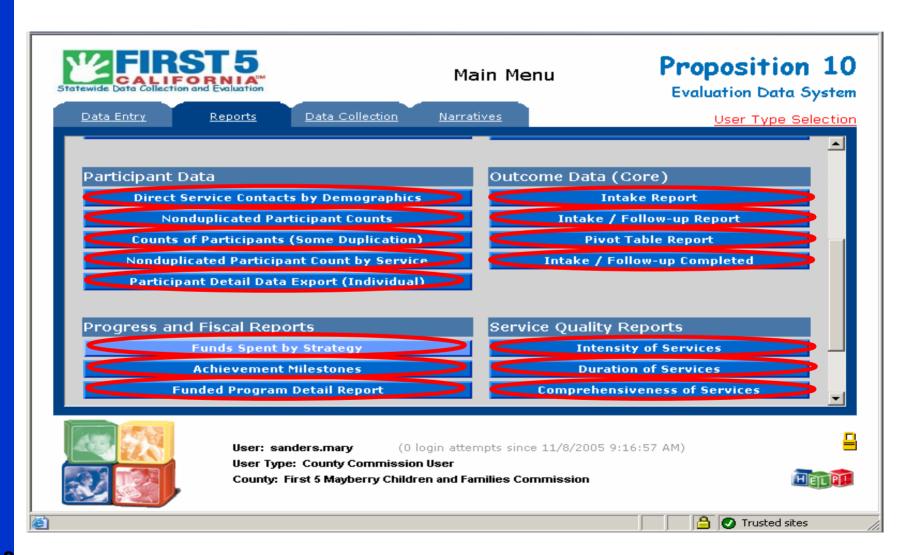
Initiatives

Applicable reports with an "initiative" filter



Initiatives

Applicable reports with an "initiative" filter



Initiatives Summary of data entry

To Add

- In Main Menu, click on Initiatives.
- Enter initiative name.
- Enter description (optional).
- Click Add.

To Edit

- Select entry to be edited.
- Enter the necessary changes.
- Click Edit.

To Deactivate an Initiative

- Select entry to be deactivated.
- Click the **Deactivate** checkbox.
- Click Edit.

To Delete an Initiative

- Select entry to be deleted.
- Click Delete.
- Click **OK** to confirm deletion.

To Unlink a Funded Program

- Go to Funded Program Setup.
- Select the funded program you wish to change.
- Select a different initiative or the blank initiative from the dropdown menu.
- Click Edit.